

Golf Hammock Owners' Association, Inc.

Shout Out Procedure

Approved, Board Meeting of February 8, 2016

Shout Outs are a timely e-mail communication from the GHOA to its Members regarding a safety or security concern, or an upcoming event, situation, or condition that is likely to have broad, Community-wide impact or interest.

Any Officer of the GHOA Board may initiate a Shout Out for an imminent safety or security concern. All other Shout Outs must be submitted to the Board Secretary for review. The Secretary will confirm that the submission is appropriate as a GHOA Board communication and is likely to have a Community-wide impact or interest. With this confirmation, the Secretary will initiate a Shout Out.

Shout Outs are initiated by forwarding the Shout Out information, by e-mail, to the Webmaster. The Webmaster will format the Shout Out appropriately and e-mail the Shout Out Group Address List. The Shout Out will also be posted on the Website.

Any interested party may be added to the Shout Out Group Address List by submitting a written request. Shout out is a free service. A "Shout Out E-mail Request and Permission" Form is available on the GHOA Website. These forms must be submitted to the GHOA Secretary for processing. Forms may be submitted in person, or via the Secretary's email address as published on the GHOA website.

Similarly, an individual wishing to be removed from the Shout Out program, or wishing to update an e-mail address should contact the GHOA Secretary.